



THE CITY OF SAN DIEGO

**CITIZENS' EQUAL OPPORTUNITY COMMISSION**  
**SPECIAL MEETING**

**MINUTES**

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**WORKING GROUP**

**Monday, October 12, 2009 - 8 A.M. – 10 A.M.**  
**Metro Operations Center (MOC II)**  
**Conference Room 1B**  
**9192 Topaz Way**  
**San Diego, CA 92123**

**Commissioners Present:**

Shirley Weber, Ph.D. (Interim Chair)  
Eileen Chaske  
Stampp Corbin  
Debbie Day  
Sarah Young

Daniel Salas  
Alden Salcedo  
Brad Barnum  
Maurice Wilson

**Excused/absent Commissioners:** Rebecca Llewellyn, Dr. Patricia Hsieh (*Resigned*)

**MAYOR'S STAFF:**

Debra Fischle-Faulk, Director Administration  
Terrell Breaux, EOC Supervisor;  
Laura Davis, EOC, WPO

**CITY ATTORNEY**

Sana Singer, Deputy City Attorney

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- I. CALL TO ORDER:** The meeting was called to order at 8:15 a.m. by Chairperson Dr. Shirley Weber.
- II. APPROVAL OF MINUTES:** Minutes of October 7, 2009, minutes were unanimously approved.
- III. ACTION ITEMS:**  
**Selection of Interim Vice Chair**

Commissioner Day Nominated Commissioner Salas, accepted  
Commissioners Salas Nominated Commissioners Corbin for Vice Chair, accepted

Commissioners Salas, Dan (5 votes)  
Commissioners Corbin, Stamp (3 votes)

**Commissioner Dan Salas Voted Interim Vice Chair**

**IV. PRESENTATION:**

**Reviewed Small Local Business Enterprises Program Draft**

***Debra Fischle-Faulk, Director of Administration***

*\*Will be presented to Rules Committee October 28, 2009*

*\*Discussion requesting the definition of qualifying small local businesses*

*\*Concerns and, corrections noted*

*\*Will provide final draft after adjustments via e-mail*

*\*Commission requested EOC and Attorney documents be consistent*

**Motion: The Commission voted to approve the program in concept.**

**Vote: 8 - Approved, 0 – Against and 1- abstained**

**V. DISCUSSION ITEMS:**

**Reviewed Recommendation from Commissioner Llewellyn for Standardized EOC Report**

*\*Note: Commodities are not within the Scope of EOC and will have to be provided by the Purchasing Agent*

*(Per Debra Fischle-Faulk, Director of Administration)*

**Motion: That a Standardized EOC Report will be provided on a Monthly Basis to the Commissioners. Vote: Passed Unanimously (8-0\*)**

*\*Commissioner Barnum left meeting prior to vote.*

**VI. COMMISSIONERS ANNOUNCEMENTS:**

A. Commissioner Young - Gave an overview of JOBToberfest, Job Fairs will be diminishing. Dr. Young suggested that the ARC Group can Intern with the Library. She will be setting up a meeting with the Personnel Department as suggested.

B. There was discussion regarding the subjects of the past agendas, minute contents, and concerns of actual intent of committee and disability issues.

**VII. ADJOURNMENT: 10:35 A.M – Vote: Passed Unanimously (8-0)**

**\*\*Materials Provided**

I. Minutes of October 7, 2009

II. Reviewed Small Local Enterprises Program Draft

**Attached is the Memorandum from Commissioner Llewellyn and  
JOBTOBERFEST flyers.**

**MEMORANRUM**

**DATE:** July 31, 2009

**TO:** Citizens Equal Opportunity Commissioners

**FROM:** Rebecca Llewellyn, Chairperson  
Citizens Equal Opportunity Commissioner

**SUBJECT:** Recommendation for Standardized EOC Staff Reports

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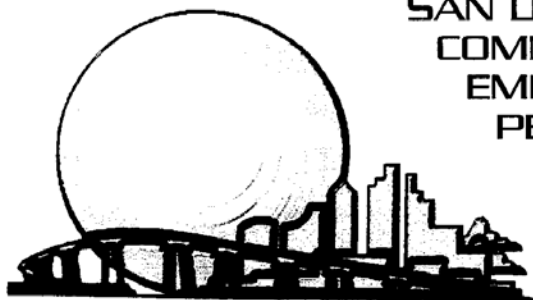
Since statistical data has only recently been presented, and because the CEOC has repeatedly requested information about the funding of City projects and award data, I would request consideration by my fellow Commissioners of the following recommendation.

I would recommend that at all future meetings, and no less than monthly beginning this month (mid-August meeting, if held) that EOC staff prepare and submit in writing 72 hours before our scheduled meetings on the first Wednesday of the month, a standardized report that includes the following data:

- (1) The names and number of contracts awarded (including amendments) during the preceding month, beginning with July 2009 by type: Construction, consultants/professional services and commodities
- (2) Dollar values and funding source for each contract awarded
- (3) Type of contract: Design/Build, Minor Construction, General Requirement Contract, SCOPE for construction; RFQ or RFP for consultants; and bids/quotes for commodities, etc.
- (4) Committed dollar value and certification type (D/DV/M/WBE) for each contract award (prime & subs)
- (5) Number of SCOPE contracts closed-out and number of Final Summary Reports received in last 30 days.
- (6) Current status of the Bidder Registration System
- (7) A brief description of any waivers issued or complaints filed by firms or individuals doing business with the City of San Diego
- (8) A brief, general summary of any compliance violations found by staff during EOC's routine monitoring activities.

The requested data will better acquaint all Commissioners with the City's contracting activities, and accommodate an ongoing assessment of the results of existing programs in encouraging opportunities for a diverse pool of contractors, consultants and vendors. This monthly tool will also enable the CEOC to better meet its charge in advising the Mayor and Council on Equal Opportunity-related issues.

I urge your support of this recommendation and welcome Commissioner comment and feedback. I also hope to have EOC staff's cooperation in preparing accurate and timely reports.



<http://www.sdcepd.com>

SAN DIEGO  
COMMITTEE ON  
EMPLOYMENT OF  
PEOPLE WITH DISABILITIES

**QUALCOMM®**



**CHIIP**  
California Health Incentives  
Improvement Project

Present

# JOBTOBERFEST

DCS/EDD Interpreters for the Deaf Provided

Job Fair for People with Disabilities  
October 5, 2009 10:00am to 2:00pm

Balboa Park Club, Balboa Park  
2150 Pan American Rd. W, San Diego, CA 92101

**Barrier Free Environment!  
Networking Opportunities!  
Workshops & More...  
Bring your Resume and  
Dress for Success!**

**Raytheon**



## Additional Sponsors:

General Atomics Aeronautical Systems  
Sharp HealthCare  
Time Warner Cable

## Partial list of Employers

Aarrow, Inc.	Job Options
City of San Diego	Manpower
Commander Navy Region Southwest	Manchester Grand Hyatt
Community Resources Foundation	Metrolink Transit System
Cox Communications	Qualcomm
Cubic Corporation	Raytheon Company
Defense Contract Audit Agency	San Diego Blood Bank
Department of the Navy	San Diego Research Foundation
Department of Veterans Affairs	Sharp HealthCare
East County Career Center	SPAWAR
Federal Bureau of Investigations	SPAWAR Pacific
General Atomics Aeronautical Systems	Time Warner Cable
General Atomics	U.S. Border Patrol
Harrah's Rincon Casino & Resort	UCSD
Helix Water District	Via Sat Inc.
	Waste Enterprises

**JOBTOBERFEST**

For information  
about participating  
as an Employer or  
donating as a  
Sponsor call  
Caren Harris at  
(619) 767-2136

# JOBTOBERFEST



The use of public transportation is encouraged and highly recommended. Take advantage of San Diego Transit's # 7 bus for easy access to Balboa Park at Park Blvd and Presidents Way (*across from the Naval Hospital*). Call (619) 233-3004 for information on Bus-Trolley-Coaster routes or visit <http://transit.511sd.com>

Balboa trams are accessible and will drop off/pick up at the Balboa Park Club. Look for the signs

Ample handicapped parking will be provided

## JOBTOBERFEST JOB FAIR WORKSHOPS

October 5, 2009 9:00 am to 1:45 pm

- |                      |   |
|----------------------|---|
| 9:00 am to 9:45 am   | <b>How to Work a Job Fair</b><br>Janet Loomis UCSD<br>Community Outreach Coordinator  |
| 10:00 am to 10:45 am | <b>Work Opportunity Tax Credit Incentives for Employers</b><br>Jim Sanders<br>Jacobs Foundation Program Manager               |
| 11:00 am to 11:45 am | <b>Jump Starting Your Job Search In Today's Economy</b><br>Rosanna Indie<br>Community Relations Director - Jobing.com         |
| 12:00 pm to 12:45 pm | <b>SSI, SSDI and Work Today</b><br>Steve Stover, M.S. Project Independence<br>Work Incentives Coordinator                     |
| 1:00 pm to 1:45 pm   | <b>MediCal's 250% Working Disabled Program</b><br>John Kerr<br>California Health Incentives<br>Improvement Project Specialist |

